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OKS
O + M 9-2

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Ceiling Increase, Office of Training.

1. Attached as Tab 1 is request dated 6 June 1955 from the Director of Training covering increases totaling 9 positions: in the Assessment and Evaluation Staff (5 positions), Basic School (3 positions), and Intelligence School (1 position).

2. Attached to the OTR memorandum are three tables outlining the justification for the proposed increases. This Staff has reviewed the need for the proposed additional positions and concurs.

3. The request has been reviewed by the Director of Personnel and his concurrence is shown in the attached Tab 2. Tab 3 attached is memorandum dated 8 July from the Budget Division stating in effect that the requested increase has been included in the 1956 Operating Budget.

4. Paragraph 3 of the June 6 memorandum from OTR indicates that you have suggested that the request cover a ceiling increase rather than converting existing vacancies in accordance with your memorandum dated January 6, 1955. Accordingly, this request will require an increase in the OTR ceiling of 9 slots. Your approval is recommended.


Chief, Management Staff

25X1A9a

ATTACHMENTS:

- Tab 1 - Proposal
- Tab 2 - Concurrence of Pers.
- Tab 3 - Concurrence of Budget Div.

APPROVED:

Date: _____

L. K. WHITE

Deputy Director (Support)

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